



Winter 2012

# GreenBelt 3 Association

## *Maintenance Plans for 2012*

The GreenBelt 3 Association has numerous maintenance projects planned for the common areas. Some of these activities will be completed this year, while others will carry over to 2013.

As previously scheduled, the overflow parking lots around the center common area will be repaired in advance of their resealing, which is done every two years on an alternating schedule with the

### **Revising, Updating of Code of Regulations**

During the course of this year, GB3's governing board will proceed with amending the *Code of Regulations*, the last remaining association document requiring major revisions and updates. The *Code* is primarily a set of procedures that help guide GB3's governing board and its activities.

Ordinarily, this document poses no problems. Last year, however, questions resulting from a director vacancy revealed numerous inconsistencies, contradictions, and outdated provisions in the document's language. Your recently elected directors wish to simplify and streamline the *Code* so it will be more helpful (and more inviting) for anyone who serves as a director, officer, or representative on behalf of the association.

You will receive more detailed information later this year explaining the document's proposed changes. These amendments, of course, will require a majority vote of approval by property owners. However, this should be nothing more than a formality with no opposition because the *Code* is basically an internal document for governance and does not directly affect homeowners, their properties, or assessments.

resealing of the private driveways. Improvement projects will include:

- Landscaping around the signposts at each entrance to Talbrock Circle.
- Raising or leveling the sidewalk in the center common area (west corner near the signpost) adjacent to Royalwood Drive.
- Repair and painting of the mailbox structures and possible planting of new ground cover or shrubbery underneath.
- Major cleanup and trimming of small trees and shrubbery in the common area and around the retaining wall between Buildings 1 and 2.
- Planting of ground cover or reseeding in low areas of the center common area.

GB3 also plans to enlist a few responsible youth for some occasional tree debris cleanup, leaf raking, and weed pulling from driveway pavements.

### **Driveway Pavement Repairs**

Two years ago when the private driveways on Talbrock Circle were resealed, the pavement contractor noted that these asphalt surfaces would soon need more than just resealing and would require repair of faults, cracks, and curb deterioration. GB3's treasurer, Steve Storts, made similar claims last September when he substituted for the contractor and did the resealing work himself.

In light of these observations, GB3's directors are formulating a simple, cost-effective way to address these necessary repairs before they become too problematic. Property owners will be contacted in late spring with further details of a plan. Maintenance and repair of private pavements is mandatory, not optional, so the association is asking for your cooperation on this matter of importance.

## **Info Center**

### **GB3 Governing Board**

More than 60 percent of property owners on Talbrock Circle cast their ballots for the 2012 GB3 Board of Directors. The following were elected and will serve for this year:

Steve Storts, President (2985)

Ann Hill (2999)

Karen Weldon (2977)

Steve will continue to serve as treasurer, and Karen will act as secretary and assistant treasurer until replacements can be appointed. Anyone interested in volunteering for these officer positions should contact her directly.

The association would also like to thank Bob Luce (2947), former GB3 director and president, and Debbie Croft (2973), who resigned last year as director, for their years of volunteer service on behalf of GB3. They deserve your thanks for taking time out of their busy schedules to help with governance activities.

### **2012 Assessment Schedule**

There is no scheduled increase of assessments at this time, at least for the first half of 2012. Thus, your February assessment invoice will be \$115. The approved budget for this year is published on the back page, along with the financial summary for 2011.

As always, property owners have the option of paying their assessments in installments. However, if you do so, please keep track of your installment payments. GB3 does not mail out updated invoice statements.

## *Web Site Serves as Primary Vehicle for GB3 Information*

On the home page of the GB3's Web site under "Quick Links," if you click on the first entry, you will be directed to a publication entitled *Important Information for Property Owners*. Although this guide was originally developed for new homeowners on Talbrock Circle, it contains information that is relevant even to those who have been a part of this community for years.

For instance, the guide contains copies of the "Request for Approval for Exterior Modifications to Property."

Any proposed changes in the exterior appearance (especially color) of houses must be approved in advance by GB3. Routine maintenance, repairs, or restoration of original appearances do not require association approval. A direct link to this form is also published under the "Quick Links" heading.

Other sections of the information guide address property compliance and penalties, general property maintenance (mowing and trimming grass, weed removal, leaf raking, trash can removal,

etc.), disposal of yard waste and bulk items, and beautifying the common areas.

Aside from the guide's usefulness, the overall Web site is also proving its value to users in terms of links to newsletters, frequently asked questions, information for realtors, the leasing restriction, and major documents, including the *Articles of Incorporation* and the *Declaration of Covenants, Easements, Restrictions, and Assessment Lien*. If you have not already done so, please visit [www.gb3hoa.org](http://www.gb3hoa.org).

## FINANCIAL SUMMARY

January 1, 2011 to December 31, 2011

ITEM	INCOME	EXPENSE
<b>BEGINNING BALANCE</b>	\$ 1,477.86	
Assessments, reimbursements, late fees & penalties	7,670.22	
Escrow funds (carryover from 2010)	1,371.00	
Legal services		\$ 653.87
Liability insurance		460.00
Maintenance of common areas:		
• Grass mowing/lawn care, fertilizing & seeding		2,918.26
• Tree trimming/stump removal		435.54
• Mailbox structure repairs/mailbox replacement		00.00
• Debris cleanup, pavement repairs & other		394.60
Private parking pavement resealing		1,471.74
Snow removal on Talbrock Circle (optional)		00.00
Publishing & printing		66.56
Postage & office supplies		147.87
Miscellaneous & administrative services		144.69
Legal & maintenance funds (escrow)		1,371.00
<b>TOTALS</b>	<b>\$10,519.08</b>	<b>\$ 8,115.26</b>
<b>ENDING BALANCE</b>	<b>\$ 2,403.82</b>	

## ANNUAL BUDGET

January 1, 2012 to December 31, 2012

ITEM	INCOME	EXPENSE
<b>BEGINNING BALANCE</b>	\$ 2,403.82	
Assessments (projected)	6,210.00	
Escrow funds (carryover from 2011)	1,371.00	
Legal services		\$ 800.00
Liability insurance		525.00
Maintenance of common areas:		
• Grass mowing/lawn care, fertilizing & seeding		3,400.00
• Tree trimming/stump removal		500.00
• Mailbox structure repairs/mailbox replacement		250.00
• Parking pavement repairs (labor & materials)		800.00
• Parking pavement resealing (asphalt contractor)		800.00
• Debris cleanup, general maintenance & other		500.00
Snow removal on Talbrock Circle (optional)		300.00
Publishing & printing		200.00
Postage & office supplies		200.00
Administrative services & miscellaneous		309.82
Legal & maintenance funds (escrow)		1,400.00
<b>TOTALS</b>	<b>\$ 9,984.82</b>	<b>\$ 9,984.82</b>